

FACILITIES PLANNING AND IMPLEMENTATION COMMITTEE

Tuesday, April 13, 2004 – 5:00 p.m.
County Courthouse, 4th Floor Conference Room
40 Culpeper Street, Warrenton, Virginia 20186

Present:

William G. Downey, Board of Supervisors
Richard W. Robison, Board of Supervisors
G. Robert Lee, County Administrator
Anthony I. Hooper, Acting Deputy County Administrator
Bryan Tippie, Director, Budget
Kevin Burke, County Attorney's Office
Janice Bourne, Director, Finance
Diane Erway, Supervisor, Procurement
Butch Farley, Director, General Services
Wanda Mercer, General Services
Larry Setti, Project Manager, General Services
Rick Klinc, Director, Information Technology
Judy Risdon, Management Analyst

Guests:

Gail H. Barb, Clerk of the Court
Helen Zaleski, Deputy Clerk
Ross D'Urso, Commissioner of Revenue
Jonathan Lynn, Commonwealth's Attorney
Charlie Ray Fox, Jr., Sheriff
Beth Ledgerton, Treasurer
Barbara Severin, Library Board
Carl A. Bailey, Parks & Recreation
Larry Miller, Parks & Recreation
Steve Thurston, Owner, Tren Construction
Rick Buchanan, Vice President, Tren Construction
Chad Reindollar, Project Manager, Tren Construction
Ray Antosh, Superintendent, Tren Construction
Fred Bobick, Project Manager, Davis Carter Scott (architects)

Mr. Downey called the meeting to order at 5:05 p.m.

Minutes of March 9, 2004

With the addition of the "strategies document" from Moseley Architects as an attachment, the minutes were approved as published.

Parks and Recreation Projects

Reviewed Project Status handout (attached and made part of these minutes)

- Marshall Community Center's pre-bid was April 16, 2004, with the bid date being later in the month. (This is a re-bid and re-design.) Hard construction costs are \$376,000.
- Central Sports Complex - \$1,160,000 designated by previous Board of Supervisors. \$429,584 remains. Land and water conservation grant for park elements totaled \$120,000 with \$107,500 remaining; recreation road access funds of \$320,450 remain for a total of \$857,534. Plans have been reviewed and are due to Mr. Miller by week's end. The project has 11 fields: 3 football; 3 baseball; 3 soccer; 2 softball fields. Parking lots are the County's responsibility. The Sports Council has committed to construct the fields, maintain a portion of the maintenance building, mowing of fields and common areas, and utilities for the concession stand. The Council is also in charge of the concession stand.
- Mr. Downey noted that the Board of Supervisors would be discussing the Central Sports Complex during an upcoming work session and the feasibility of combining facilities with the Town of Warrenton.
- Southern Sports Complex – no site selection to date. Overlay fields (baseball field with soccer or football field in the outfield) are no longer feasible due to year-round sports. Master plans in process of being revised. Parks and Recreation Board will review property adjacent to schools, i.e. Cedar Lee and M.M. Pierce.
- Mr. Bailey stated that youth sports registrations are at an all time high, with up to 300 new children registering each year. Mr. Downey commented that reduction in the number of fields is not the objective of the Board of Supervisors. The Board wishes to consider how the fields can be distributed more effectively. The Parks and Recreation Board will review and offer its opinions on any situations requested by the Board of Supervisors.

(Mr. Robison arrived. Mr. Downey briefed him on the Parks and Recreation project discussion.)

- Mr. Robison questioned the Marshall Community Center connection. Mr. Bailey noted that the project was bid the second time within the budget.

Project Review

Warren Green

To accommodate the attendees associated with the Warren Green Renovations project, the update was moved forward on the agenda. After introductions and brief project update, Mr. Reindollar stated that the project is on schedule for interior completion as of April 30, 2004. The outside lights will conform to the Town's lights and delivery is expected the end of May. Mr. Downey suggested a May 31, 2004 as a final completion date for the entire project, i.e. punch list items, exterior painting, sidewalks, etc. Mr. Reindollar will immediately forward the change order regarding time extension.

Mr. D'Urso, Mr. Robison, and the Chairman of the Board of Supervisors to finalize exterior paint color within the next week.

There was discussion concerning the Fire Suppression system and a wet system versus a dry system in the attic. The wet system was necessary due to the inadequate water pressure at street

level. Discussion was held regarding the sprinkler system, with concerns of power outages and freezing in the winter and the electric heater expense. Due to the HVAC equipment in the attic, the Town of Warrenton Inspector required the attic sprinkler system. An emergency generator is a consideration, but space would be an issue. The architect, contractor, and construction manager will consider options of wet versus dry systems within the next week.

Until the end of the project, Progress Meetings are being held each Thursday.

Electric, voice and data lines have been verified by Mr. Rick Klinc, IT Director, and Mr. Larry Setti. Per Mr. Downey, this needs to be re-assessed quickly. Tren will forward letter relating to outlet locations for confirmation by the County. General Services' Operations to install phone connections

Until the Project Manager is confirmed, Mr. Setti will be the contact for the County.

Culpeper Street Properties – Shadow Lawn and Parks & Recreation

Environmental survey will be done. Local contractor to walk the buildings and give time schedule estimate for work to be done. Price estimates came from Moseley Architects. Mr. Hooper is working toward vacating the 3rd and 4th floors of the Courthouse with the Community Development office being relocated to the Culpeper Street properties. The 1st and 2nd floors would remain as is until renovations are complete on the upper floors. The Courthouse renovations cannot begin until the Culpeper Street Properties' renovations are completed. Mr. Klinc plans to install a wireless connection between the Courthouse and Culpeper Street properties.

Courthouse and Adult Detention Center

Current aggressive schedule is to bid project in May, award in June and have the contractor begin in July. In order to allow sufficient time for the input of a construction manager, the schedule may be moved out 1 or 2 months. Mr. Downey recommended not bidding in September due to the federal government's year ending in September. It was requested that Moseley Architects be present at future meetings. Construction Manager selection is underway. Pre-qualification criteria for bidders' information was reviewed.

There will be a separate bid for each project, with a total bid, leaving the County the flexibility of awarding both projects to one contractor who would offer a discount for both projects.

Next Meeting

The next meeting will be on Tuesday, May 11, 2004 at 5:00 p.m. in the 4th floor conference room of the County Courthouse building.

Future Agenda Items

- John Barton Payne Building Update

Other

No other items.

There being no further discussion, the committee adjourned at 6:45 p.m.